

# U.S. Virgin Islands Hurricane Checklist 2019

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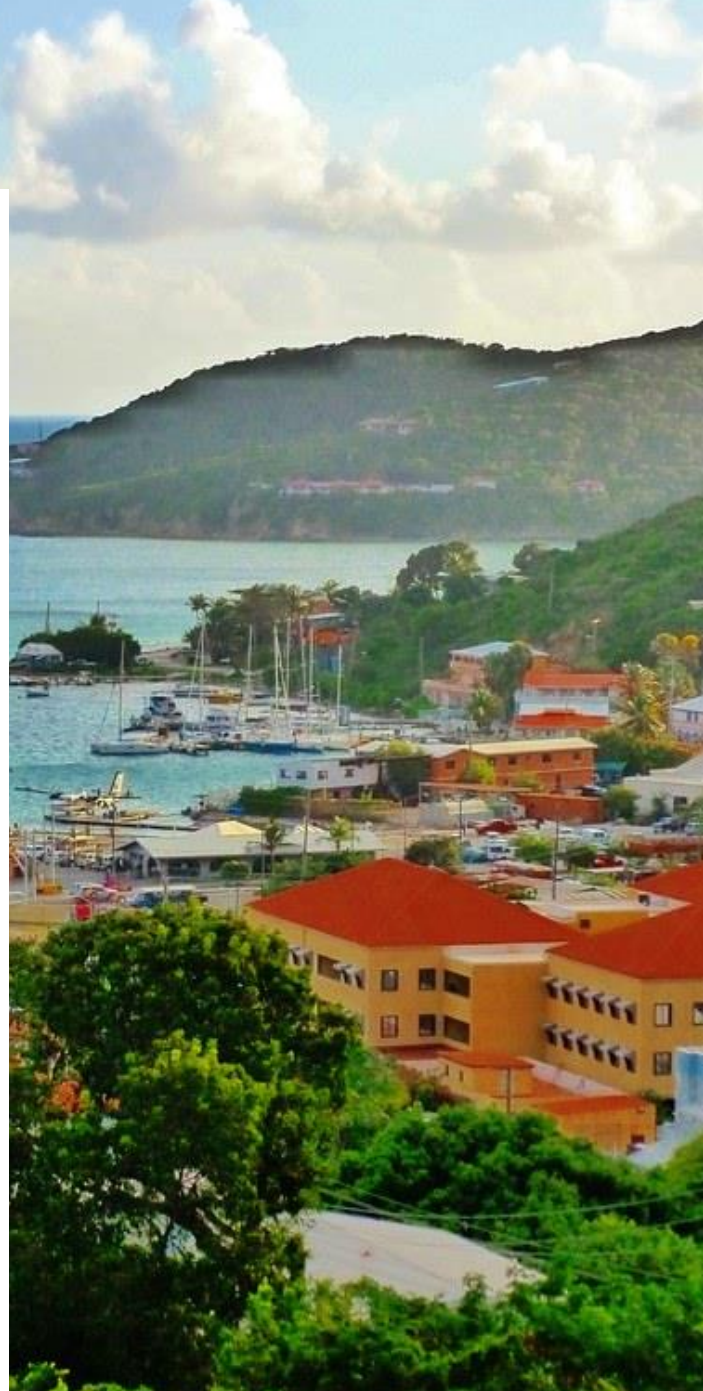


UPDATED JULY 30, 2019

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**VIRGIN ISLANDS TERRITORIAL EMERGENCY  
MANAGEMENT AGENCY**

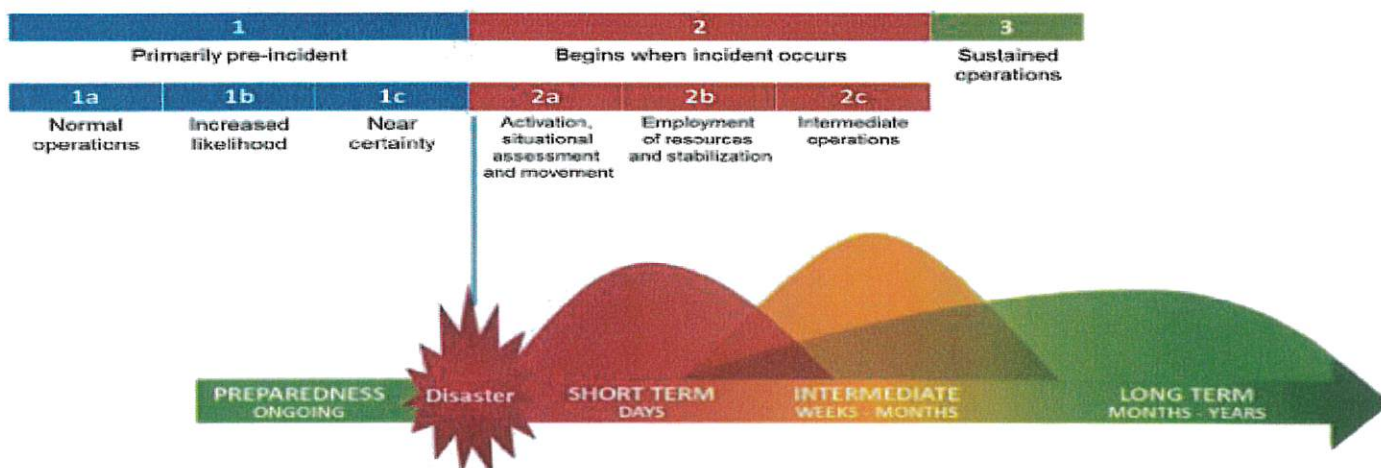
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ESF 1	ESF 2	ESF 3	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7
Transportation	Communications	Public Works / Engineering	Public Works / Engineering	Firefighting	Information and Planning	Mass Care / Human Services	Logistics Management
Property & Procurement	Bureau of Information Technology	Department of Public Works	Virgin Islands Waste Management Authority	Virgin Islands Fire Services	Virgin Islands Territorial Emergency Management Agency	Department of Human Services	Property & Procurement
Commissioner Anthony D. Thomas	Director Rupert O. Ross	Commissioner Derek A. Gabriel	Executive Director Roger E. Merritt, Jr.	Director Daryl A. George Sr.	Director Daryl D. Jaschen	Commissioner Kimberley Causey-Gomez	Commissioner Anthony D. Thomas

ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 15	DSCA
Health	Search & Rescue	Oil & Nazmat Response	Agriculture and Natural Resources	Energy	Public Safety & Security	External Affairs	Defense Support of Civil Authorities
Property & Procurement	Virgin Islands Fire Services	Virgin Islands Fire Services	Department of Agriculture	VI Energy Office & VI Water and Power Authority	Virgin Islands Police Department	Officer of the Governor (Communications)	Virgin Islands National Guard
Commissioner Justa "Tita" E. Encarnacion	Director Daryl A. George Sr.	Director Daryl A. George Sr.	Commissioner Positive T.A. Nelson	Director Kyle Fleming / CEO Andrew Smith	Commissioner Ray A. Martinez	Director Richard Motta	The Adjutant General MG Kodjo S. Knox-Limbaker

## Phased Approach





Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
1a	Coordinate with the Captain of the Port (COTP), the Harbor Master and Virgin Islands Port Authority to maintain situational awareness of all ongoing preparatory activities at the ports.	ESF-01	Department of Property and Procurement	U.S. Coast Guard; Virgin Islands Port Authority	
1a	Maintain constant situational awareness on vessels berthed/moored in the seaport.	ESF-01	Department of Property and Procurement	Ferry Service Providers	
1a	Coordinate with Airport Operations, Virgin Islands Port Authority and Federal Aviation Administration to maintain constant situational awareness of all ongoing preparatory activities at the airports.	ESF-01	Department of Property and Procurement	Virgin Islands Port Authority; Federal Aviation Administration	
1a	Monitor actions taken by Virgin Islands Port Authority, Captain of the Port, Harbor Master, Airport Operations and FAA to protect critical transportation and cargo movement resources.	ESF-01	Department of Property and Procurement	U.S. Coast Guard; Virgin Islands Port Authority; Federal Aviation Administration	
1a	Ensure public warning systems are operating appropriately.	ESF-02	Bureau of Information Technology	VITEMA	
1a	Coordinate video/telephone conference system for Government House and provide supplementary assistance to other agencies.	ESF-02	Bureau of Information Technology	Office of the Governor	
1a	Identify and deploy amateur radio operators to establish communications capabilities at the VITEMA EOCs.	ESF-02	Bureau of Information Technology	VITEMA	
1a	Notify essential VIWMA personnel of impending EOC activation and notify emergency contractors of possible activation of contracts.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1a	Notify Department of Property and Procurement to execute emergency services/support contracts with on-island vendors to provide generator repair, specialized equipment, and resource replacement generators, as necessary.	ESF-03	Department of Public Works	Department of Property and Procurement	
1a	Establish priority routes for debris clearance. Consider access to hospitals, airports, emergency services facilities, and critical infrastructure facilities.	ESF-03	Department of Public Works	VITEMA; Department of Health; Virgin Islands Fire Service; Virgin Islands Police Department;	
1a	Recall essential VITEMA personnel. Cancel all non-emergency related activities.	ESF-05	VITEMA		
1a	Coordinate participation in conference calls between Federal partners and the Virgin Islands Territorial Emergency Management Agency (VITEMA) to coordinate response operations.	ESF-05	VITEMA		
1a	Determine if private sector entities for shipping, transportation, communications, food, water distribution or tourism should provide liaisons to the Emergency Operations Center(s).	ESF-05	VITEMA		
1a	Set up status displays, obtain data/studies and other agency reports.	ESF-05	VITEMA	All lead and supporting ESF partners	
1a	Develop and disseminate meteorological forecasts.	ESF-05	VITEMA	National Weather Service	
1a	Anticipate types of response information that VITEMA and its partners will require.	ESF-05	VITEMA		
1a	Initiate and maintain event/incident information on the VITEMA website.	ESF-05	VITEMA		
1a	Coordinate information gathering with key personnel in the field.	ESF-05	VITEMA		
1a	Facilitate EOC briefings and situational awareness conference calls.	ESF-05	VITEMA	All lead and supporting ESF partners as invited	
1a	Provide information in support of the Territorial agencies and volunteer organizations.	ESF-05	VITEMA		
1a	Establish contact with EOCs and other operations facilities, teams, and personnel.	ESF-05	VITEMA		
1a	Develop and disseminate Spot Reports, Situation Reports, and other incident-related information to all Territorial partners.	ESF-05	VITEMA		
1a	Activate the Joint Operation Center.	ESF-05	VITEMA	Virgin Islands National Guard	
1a	Notify Governor of EOC activation.	ESF-05	VITEMA	Office of the Governor	
1a	Determine staffing needs of EOC and advise appropriate ESF agencies of activation.	ESF-05	VITEMA	All lead and supporting ESF partners	
1a	Recall essential Human Services personnel (by position) in order to perform preparedness activities.	ESF-06	Department of Human Services		
1a	Recall essential Department of Education personnel (by position) in order to perform preparedness activities.	ESF-06	Department of Human Services	Department of Education	
1a	Recall essential personnel (by position) in order to perform preparedness activities.	ESF-07	Department of Property and Procurement		
1a	Maintain appropriate tracking records of deployed generators for billing and equipment retrieval.	ESF-07	Department of Property and Procurement	VITEMA	
1a	Recall essential personnel (by position) in order to perform preparedness activities.	ESF-08	Department of Health		
1a	Coordinate with hospitals to ensure medical operations are integrated.	ESF-08	Department of Health		
1a	Implement patient evacuation plan.	ESF-08	Department of Health	VITEMA; Virgin Islands National Guard	
1a	Coordinate support of medical and functional needs (MAFN) shelter populations.	ESF-08	Department of Health	VITEMA; Department of Human Services	



Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
1a	Provide emergency response partners regular situational briefings, including public information, responder safety, and health recommendations.	ESF-08	Department of Health	Office of the Governor	
1a	Provide responders with recommendations for safety messaging, personal protective equipment, and medical countermeasures to responder safety personnel based on the incident.	ESF-08	Department of Health	Office of the Governor	
1a	Prepare to support treatment and hospital care for mass casualties.	ESF-08	Department of Health		
1a	Check availability of oxygen cylinders, pharmaceuticals, and disposable medical goods and identify shortfalls and sources for resupply.	ESF-08	Department of Health		
1a	Provide responders with information on available medical services at existing medical clinics.	ESF-08	Department of Health	Virgin Islands Fire Service	
1a	Recall essential Virgin Islands Department of Agriculture personnel (by position) in order to perform preparedness activities.	ESF-11	Virgin Islands Department of Agriculture		
1a	Recall essential personnel (including contractors to support both on and off island) to perform preparedness activities.	ESF-12	WAPA		
1a	Review and firm prioritized list of critical facilities for power restoration.	ESF-12	WAPA	Virgin Islands Office of Energy; VITEMA; Virgin Islands Waste	
1a	Prioritize vehicles for critical tasks and identify sources to meet resource shortfalls.	ESF-12	WAPA		
1a	Reinforce public service announcements (PSAs) concerning the dangers associated with downed power lines and the procedures for reporting them; boil water advisories and other critical public safety messages.	ESF-12	WAPA	Office of the Governor; VITEMA; Office of Energy	
1a	Ensure availability for disinfection supplies for public water systems.	ESF-12	WAPA		
1a	Inventory resources for repairs and restoration of the water system.	ESF-12	WAPA		
1a	Increase water production to build pre-landfall storage as needed	ESF-12	WAPA		
1a	Assess and maintain power restoration Memorandum of Understanding with off-island agencies to ensure the anticipated resource capabilities needed for recovery are available.	ESF-12	WAPA	Office of Energy	
1a	Coordinate with DPW to obtain sand bags for all WAPA facilities.	ESF-12	WAPA	Department of Public Works	
1a	Evaluate the need for water rationing to build additional storage.	ESF-12	WAPA		
1a	Ensure required tree trimming around power line schedule is up to date to mitigate the occurrence of tree branch damage to power lines during high winds. Prioritize areas surrounding critical facilities and sensitive critical load infrastructure	ESF-12	WAPA	Department of Public Works	
1a	Provide VITEMA EOC with specifications for temporary generator requirements at critical water facilities.	ESF-12	WAPA	VITEMA	
1a	Assess water production facilities for shortfalls and coordinate with pre-identified local suppliers for production of supplementary potable water.	ESF-12	WAPA		
1a	Contact American Public Powers Association to identify and coordinate availability of support resources, line crews, safety officers and damage assessment teams.	ESF-12	WAPA	American Public Powers Association; Office of Energy	
1a*	Establish conference call schedule and participate in conference calls with appropriate agencies.	ESF-12	WAPA	VITEMA; National Weather Service; American Public Powers Association; Virgin Islands Office of Energy	
1a*	Ensure 10-days of oil and/or LPG fuel supplies are on-island pre-landfall for post-landfall power generation.	ESF-12	WAPA	Department of Property and Procurement	
1a	Recall essential personnel (by position) in order to perform preparedness activities. Cancel scheduled leave and notify personnel of adjusted work schedules.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1a	Ensure communications equipment is functional.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Bureau of Information Technology	
1a	Ensure back-up generators are functioning and fuel and spare parts are available.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1a	Obtain sand bags from Department of Public Works and take flood prevention measures.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Department of Public Works	
1a	Determine the process for persons with monitoring systems	ESF-13	Bureau of Corrections; Department of Justice		
1a	Obtain cots, blankets and commodities to house corrections officers in facilities during periods of long shifts and unsafe travel conditions.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1a	Notify the Joint Operations Center of the Governor's Executive Order to activate the Virgin Islands National Guard to active duty.	ESF-15	Office of the Governor	Virgin Islands National Guard	
1a	Assemble emergency information staff, brief PIOs, and serve as the primary media point of contact.	ESF-15	Office of the Governor	VITEMA	
1a	Meeting with PIOs and Governor	ESF-15	Office of the Governor		



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1b	Establish emergency radio frequency communications plan and manage frequencies.	ESF-02	Bureau of Information Technology	VITEMA	
1b	Ensure adequate communications capabilities are pre-positioned on Water Island.	ESF-02	Bureau of Information Technology		
1b	Identify communications resources available to support response and recovery efforts.	ESF-02	Bureau of Information Technology		
1b	Test all communication devices and identify shortfalls and initiate communications with private communications sector (e.g. VIYA, ATT, Sprint)	ESF-02	Bureau of Information Technology		
1b	Coordinate communications support to all governmental, semi-autonomous governmental, and volunteer agencies as required.	ESF-02	Bureau of Information Technology	All lead and supporting ESF partners	
1b	Coordinate communications needs and time frames with FEMA Mobile Emergency Response Support (MERS) and the Department of Defense (DOD), if required.	ESF-02	Bureau of Information Technology	VITEMA; FEMA Region II; Region II Defense Coordinating Element	
1b	Maintain appropriate tracking records of deployed communications equipment for billing and equipment retrieval.	ESF-02	Bureau of Information Technology	VITEMA	
1b	Assess the need for MERS or other mobile or transportable communications equipment.	ESF-02	Bureau of Information Technology	VITEMA; FEMA Region II	
1b	Assess needs to pre-stage communications assets for rapid deployment into the affected area.	ESF-02	Bureau of Information Technology	Virgin Islands National Guard; VINGN	
1b	Preposition sand bags, sand and sand bagging machines to distribution sites for Territorial agencies to begin pre-landfall preparations at public facilities.	ESF-03	Department of Public Works		
1b	Deploy VIWMA liaisons to the VITEMA EOC.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Preposition personnel, supplies, and equipment at critical facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Fuel all facility generators and agency vehicles.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Stage generators, pumps, fuel, and personnel protective equipment at critical facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; Department of Property	
1b	Stage generators, pumps, fuel, and personnel protective equipment at waste water treatment facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; Department of Property and Procurement	
1b	Consider transportation support for movement of personnel, supplies, and equipment	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; Virgin Islands National Guard	
1b	Assign personnel to the ESF-03 duty schedule to support EOC operations Territory-wide.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Provide engineering, technical, and specialty support and coordination.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Start damage assessment team of architects, engineers and inspectors	ESF-03	Department of Public Works	VITEMA	
1b	Generate information to be included in EOC briefings, situation reports, and/or action plans.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Notify contractors to suspend any active facility &/or road repair work	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1b	Conduct debris and vegetation control on publicly-maintained right-of-ways, and drainage systems.	ESF-03	Virgin Islands Waste Management Authority	Department of Public Works	
1b	Conduct debris and vegetation control in and around vulnerable critical infrastructure.	ESF-03	Virgin Islands Waste Management Authority	Department of Public Works	
1b	Deploy VIFS representatives to the Emergency Operations Center to staff the ESF-04 and ESF-09 desks and support DPNR at the ESF-10 desk	ESF-04	Virgin Islands Fire Service		
1b	Keep accurate logs and other records of emergency response activities and their costs.	ESF-04	Virgin Islands Fire Service		
1b	Consider implementing appropriate portions of Continuity of Operations plans.	ESF-04	Virgin Islands Fire Service		
1b	Recall supplementary personnel in order to perform preparedness activities at VIFS facilities.	ESF-04	Virgin Islands Fire Service		
1b	Assess functionality and operating condition of all equipment and supplies, identify shortfalls and request additional resources as necessary.	ESF-04	Virgin Islands Fire Service	VITEMA	
1b	Provide responder support and billeting to St Thomas VIFS personnel assigned to augment staffing on St John.	ESF-04	Virgin Islands Fire Service		
1b	Coordinate with and plan to provide support to EMAC Task Forces deployed within the Territory.	ESF-04	Virgin Islands Fire Service		
1b	Establish sand bagging distribution points at the request of VITEMA or DPW. Receive sand from VI DPW and bags from VITEMA and assist visitors where necessary.	ESF-04	Virgin Islands Fire Service		
1b	Request Governor call an Emergency Department Heads meeting.	ESF-05	VITEMA	Office of the Governor	
1b	Conduct Emergency Management Council meeting, as needed.	ESF-05	VITEMA	All lead and supporting ESF partners	

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1b	Recall Emergency Services Coordinators (by position) in order to perform preparedness activities.	ESF-05	VITEMA		
1b	Maintain documentation of major decisions, meetings, Watches & Warnings, etc. in WebEOC.	ESF-05	VITEMA		
1b	Establish conference call schedules with Office of the Governor, Territorial agencies, EOCs, FEMA, and National Weather Service.	ESF-05	VITEMA	All lead and supporting ESF partners; FEMA Region II	
1b	Determine need for the Mobile Communications or Command Trailer(s).	ESF-05	VITEMA	Bureau of Information Technology	
1b	Disseminate an email/notification to determine the needs of essential employees and ensure EOC staff have their homes secured and family matters taken care of prior to onset of tropical-storm-force winds.	ESF-05	VITEMA	All lead and supporting ESF partners	
1b	Activate the Territory Emergency Operations Plan as necessary.	ESF-05	VITEMA		
1b	Prepare a draft Executive Order for Evacuation.	ESF-05	VITEMA	Office of the Governor	
1b	Brief on possible effects on school schedule.	ESF-05	VITEMA	Department of Education	
1b	Coordinate with FEMA regarding the size, time of arrival, and requirement for Incident Management Assistance Team (IMAT), if necessary.	ESF-05	VITEMA	FEMA Region II	
1b	Upon receipt of a signed State of Emergency, begin planning and coordination for potential EMAC assistance.	ESF-05	VITEMA		
1b	Consider requesting an EMAC A-team to support EOC operations.	ESF-05	VITEMA		
1b	Determine support needs for EMAC resources (for example: lodging, feeding, communications, office support and transportation).	ESF-05	VITEMA	All lead and supporting ESF partners	
1b	Test all VITEMA communication devices.	ESF-05	VITEMA	Bureau of Information Technology	
1b	Fuel and secure all VITEMA vehicles and trailers, acquire extra tires and adequate cases of Fix-a-Flat for distribution.	ESF-05	VITEMA	Department of Property and Procurement	
1b	Work with Department of Property and Procurement to activate appropriate support contracts for fuel.	ESF-05	VITEMA	Department of Property and Procurement	
1b	Facilitate planning meetings to develop specialized plans, as necessary.	ESF-05	VITEMA	All lead and supporting ESF partners	
1b	Keep accurate logs and other records of emergency response activities and their costs.	ESF-05	VITEMA	All lead and supporting ESF partners	
1b	Consider implementing appropriate portions of Continuity of Operations plans.	ESF-05	VITEMA	All lead and supporting ESF partners	
1b	Request Virgin Islands National Guard leadership to issue unit activation warning order to selected units.	ESF-05	VITEMA	Virgin Islands National Guard	
1b	Assess housing availability the Virgin Islands National Guard facilities.	ESF-05	VITEMA	Virgin Islands National Guard	
1b	Virgin Islands National Guard EOC representatives will report on the status of preparations, capabilities and activities pertaining to the above operations missions.	ESF-05	VITEMA	Virgin Islands National Guard	
1b	Activate Virgin Islands National Guard planning cells as needed.	ESF-05	VITEMA	Virgin Islands National Guard	
1b	Notify and begin coordinating with voluntary agencies to identify needs and roles for volunteer personnel.	ESF-06	Department of Human Services	American Red Cross; Virgin Islands Housing Authority; Department of Tourism; Department of Education	
1b	Provide staff to support the ESF-06 desk at the VITEMA EOC.	ESF-06	Department of Human Services	American Red Cross; Virgin Islands Housing Authority; Department of Tourism; Department of Education	
1b	Identify staff and equipment to provide prepared meals at shelters.	ESF-06	Department of Human Services	American Red Cross; Virgin Islands Housing Authority; Department of Tourism; Department of Education	
1b	Report on the actions of all ESF-06 support organizations to other EOC agencies.	ESF-06	Department of Human Services	American Red Cross; Virgin Islands Housing Authority; Department of Tourism; Department of Education	
1b	Disburse pre-positioned sandbags to residential and critical human services facilities.	ESF-06	Department of Human Services	Department of Public Works	
1b	Report on status of publicly-owned nursing homes and assisted living facilities, and public housing	ESF-06	Department of Human Services	Virgin Islands Housing Authority; Department of Health	



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1b	Coordinate, identify, and request personnel and equipment to support shelter operations at approved locations.	ESF-06	Department of Human Services	American Red Cross; Department of Education; Virgin Islands National Guard; VITEMA;	
1b	Obtain authorization to open shelters from the Office of the Governor 48 hours before landfall.	ESF-06	Department of Human Services	Office of the Governor; VITEMA; American Red Cross	
1b	Provide information for public dissemination to the Joint Information Center on shelter locations, hours, personal items (medication, dietary needs) to bring, and pet care options.	ESF-06	Department of Human Services	Office of the Governor; VITEMA; Department of Education; Virgin Islands Police Department; Virgin Islands Humane Society; Department of Agriculture	
1b	Notify supporting agencies of pending shelter operations.	ESF-06	Department of Human Services	Department of Education; Department of Health; American Red Cross; Voluntary Organizations Active in Disasters; VITEMA; Long Term Recovery Group	
1b	Identify vulnerable populations that may require transportation to shelter locations. Coordinate pickup locations with VITRAN, Dial-a-Ride, and internal resources.	ESF-06	Department of Human Services	VITRAN; Department of Public Works	
1b	Coordinate with VITEMA, the Department of Tourism, hotels and resorts, commercial airlines, and cruise ship lines to support the evacuation of tourist populations.	ESF-06	Department of Human Services	Department of Tourism; VITEMA; Virgin Islands Hotel Association	
1b	Assess the requirements for the functional needs population in addition to support services for all shelter residents.	ESF-06	Department of Human Services	American Red Cross	
1b	Identify and quantify any anticipated shortfalls in meeting shelter support requirements. Provide specific requests to VITEMA to sustain shelter operations.	ESF-06	Department of Human Services	VITEMA; American Red Cross; Department of Education	
1b	Coordinate with Department of Property and Procurement to assess the Government's stockpiles and contracted resources to meet shortfalls in shelter support requirements.	ESF-06	Department of Human Services	Department of Property and Procurement	
1b	Stage shelter support resources at pre-identified shelters. Pre-positioning equipment on St. John, Water Island, and other areas that may present transportation challenges post incident.	ESF-06	Department of Human Services	Department of Property and Procurement; American Red Cross	
1b	In coordination with the Department of Education and voluntary agencies, assess disaster feeding requirements and shortfalls. Source additional resources if necessary.	ESF-06	Department of Human Services	Department of Education; American Red Cross; VITEMA	
1b	Notify all Territorial contingency contracts and semi-autonomous agencies (WAPA, VIWMA and hospitals) of possible activation.	ESF-07	Department of Property and Procurement	All lead and supporting ESF partners	
1b	Develop and maintain a list of hardened facilities that can be used to shelter emergency personnel and assets from CONUS.	ESF-07	Department of Property and Procurement	VITEMA; Virgin Islands National Guard; Department of Education	
1b	EOC staff prepare to shelter in place.	ESF-07	Department of Property and Procurement	VITEMA	
1b	Ensure that generators and required response operation equipment at critical facilities are fueled and tested.	ESF-07	Department of Property and Procurement	All lead and supporting ESF partners	
1b	Source available on-island commodity supplies and inventory pre-positioned immediate response resources (IRR) and potential contracted sources.	ESF-07	Department of Property and Procurement	VITEMA	
1b	Identify and prioritize possible locations for distribution and deployment.	ESF-07	Department of Property and Procurement	Department of Property and Procurement	
1b	Verify availability and operability of designated POD sites.	ESF-07	Department of Property and Procurement	VITEMA; Office of the Governor	
1b	Verify available staffing, storage, security and materials handling equipment at PODs.	ESF-07	Department of Property and Procurement	VITEMA	
1b	Verify that Federal Staging Area location(s) in USVI are available for activation and capable of providing secure storage as well as loading capabilities for further distribution of commodities by truck to PODs and other identified locations.	ESF-07	Department of Property and Procurement	VITEMA; FEMA Region II	
1b	Source and establish contracts with private vendors for available on-island commercial commodity supplies and Immediate Response Resources (IRR) as well as distribution assets. Contracts must be de-conflicted to minimize resource competition and reviewed for suitability to the actual situation.	ESF-07	Department of Property and Procurement	Private sector partners	
1b	Consider needs for requests for Emergency Management Assistance Compact (EMAC) agreement to augment current commodity supplies/IRR or distribution capabilities.	ESF-07	Department of Property and Procurement	VITEMA	



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1b	Provide transportation for shelf-stable meals, cots, blankets, kitchen supplies and other equipment necessary for shelter operations at approved sites.	ESF-07	Department of Property and Procurement	Virgin Islands National Guard; American Red Cross; Department of Human Services	
1b	Identify facilities for reception, storage, and distribution of supplies.	ESF-07	Department of Property and Procurement		
1b	Source transportation resources and provide logistical support for movement of off-island assets.	ESF-07	Department of Property and Procurement	Virgin Islands National Guard	
1b	Monitor availability of funding. Monitor and report on expenditures.	ESF-07	Department of Property and Procurement		
1b	Plan and prepare to support the establishment of Logistical Staging Areas, distribution sites, Disaster Field Offices, Recovery Centers, Joint Information Centers, the deployment of strike teams, mutual aid teams, and other Territorial recovery facilities and emergency workers in the impacted area(s).	ESF-07	Department of Property and Procurement	Bureau of Information Technology; VITEMA; Virgin Islands National Guard; Office of the Governor	
1b	Contact bulk fuel suppliers to validate on-hand stocks and assess days of supply.	ESF-07	Department of Property and Procurement		
1b	Implement a medical incident management system and appropriate ICS structure.	ESF-08	Department of Health		
1b	Activate the casualty/patient tracking system (JPATS - Joint Patient Assessment and tracking System) in anticipation of patient movements.	ESF-08	Department of Health	U.S. Health and Human Services	
1b	Support patient movement for medical evacuations. Evacuate patients when their risk of adverse health outcomes (by staying in place) is greater than the risk involved in being moved. Evacuated patients will be kept as close to their point of origin as possible.	ESF-08	Department of Health	VITEMA	
1b	Support Department of Human Services with the augmentation of medical personnel, supplies and equipment to meet the health and medical needs of individuals in general population shelters.	ESF-08	Department of Health	Department of Human Services; American Red Cross	
1b	Coordinate reporting on medical and functional needs (MAFN) Shelter status, census of clients and caregivers, and staffing levels. Conduct contingency planning for medical and functional needs (MAFN) shelter surge, evacuation and re-location	ESF-08	Department of Health	Department of Human Services; American Red Cross	
1b	Assist shelter management with investigation and medical management of reported disease outbreaks in general population shelters.	ESF-08	Department of Health	Department of Human Services; American Red Cross	
1b	Deliver medical countermeasures and non-medical interventions to ensure appropriate mitigation, prophylaxis and treatment of at-risk populations for diseases of public health significance.	ESF-08	Department of Health		
1b	Identify needs for EMAC resources to support SAR and Hazmat resources.	ESF-09	Virgin Islands Fire Service		
1b	Stage generators, pumps, fuel, and personnel protective equipment at critical facilities.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority; Department of Property	
1b	Provide technical support and coordination for waste water facilities.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority	
1b	Establish and maintain communication with federal HazMat counterparts and provide status updates as necessary.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Fire Service; VITEMA; U.S. Coast Guard; Environmental Protection Agency; FEMA Region II	
1b	Provide personnel to support the ESF-12 station at the Emergency Operations Center.	ESF-12	WAPA	Virgin Islands Office of Energy	
1b	Setup an emergency call in center for the public to report any power outages or issues with water	ESF-12	WAPA	VITEMA	
1b	Precautionary Boil Water Notice, Safe Use of Alternate Power Supplies, General Safety and Emergency Tips, and WAPA's Emergency Notification Process.	ESF-12	WAPA	VITEMA; Office of the Governor; Office of Energy; Department of Planning and Natural Resources	
1b	Fuel vehicles and assess operational status.	ESF-12	WAPA		
1b	Place all emergency restoration contractors on stand-by.	ESF-12	WAPA		
1b	Assess and report the status of emergency restoration crews.	ESF-12	WAPA		
1b	Notify employees of damage assessment team and restoration team assignment schedules.	ESF-12	WAPA		
1b	Communicate contingency strategies for meeting energy and water needs to the EOC Planning Section and anticipate resource requirements.	ESF-12	WAPA	VITEMA	
1b	Provide current fuel shortage and supply information to the Emergency Operations Center and assist with identifying fuel providers.	ESF-12	Department of Property and Procurement	VITEMA; Department of Property and Procurement	



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1b	Keep accurate logs and other records of overtime, purchases and other expenses related to the response for potential reimbursement.	ESF-12	WAPA		
1b	Provide liaisons to staff the ESF-13 desk at the VITEMA EOC.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1b	Assess and report on the availability of law enforcement personnel and any projected shortfalls.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1b	Ensure the availability of gasoline for emergency vehicles and refuel all emergency vehicles.	ESF-13	Virgin Islands Police Department		
1b	Notify individuals with assigned government vehicles to fuel the vehicle and prepare for reassignment of the vehicle.	ESF-13	Virgin Islands Police Department		
1b	Notify other law enforcement agencies of their requirement to engage with the Virgin Islands Police Department	ESF-13	Virgin Islands Police Department		
1b	Determine status of Virgin Islands National Guard unit availability and serviceability for probable deployment to Territory Active Duty (TAD).	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1b	Obtain vehicles and security personnel to augment Bureau of Corrections staff in transporting prisoners to alternate facilities on or off-island.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1b	Ensure the availability of commodities and materials to provide life-sustaining and sanitary support to prisoners.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Department of Property and Procurement	
1b	Keep accurate logs and other records of overtime, purchases and other expenses related to the response for potential reimbursement.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1b	Provide liaisons to staff the ESF-13 desk at the VITEMA EOC.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1b	Ensure the availability of gasoline for emergency vehicles and refuel all emergency vehicles.	ESF-13	Virgin Islands Police Department		
1b	Notify individuals with assigned government vehicles to fuel the vehicle and prepare for reassignment of the vehicle.	ESF-13	Virgin Islands Police Department		
1b	Commissioner requests Governor to recall all peace officers to duty.	ESF-13	Virgin Islands Police Department		
1b	Coordinate responder support and billeting to St. Thomas VIPD and Virgin Islands National Guard law enforcement personnel assigned to augment staffing on St. John.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard; VITEMA	
1b	Project needs for EMAC assistance and prepare EMAC requests for off-island law enforcement assets.	ESF-13	Virgin Islands Police Department	VITEMA	
1b	Provide information for public dissemination to the JIC on shelter locations hours and pet care options.	ESF-15	Department of Human Services	Office of the Governor	
1b	Coordinate with the Department of Tourism, hotels and resorts, commercial airlines, and cruise ship lines, shipping agency on creating and broadcasting Public Service Announcements that provide visitor information on airline flight schedules, ship departures and procedures.	ESF-15	Office of the Governor	VITEMA	
1b	Establish JIC, as required.	ESF-15	Office of the Governor		
1b	Coordinate with VIFS PIO to assist the JIC in providing clear and coordinated safety messages to the public.	ESF-15	Virgin Islands Fire Service		
1b	Provide information to public on price gouging and freezing	ESF-15	Office of the Governor	Department of Licensing & Consumer Affairs	
1c	Maintain situational awareness on port and airport operability.	ESF-01	Department of Property and Procurement	U.S. Coast Guard; Virgin Islands Port Authority	
1c	Establish limited VITRAN and ADA public transportation schedule and provide information for public distribution.	ESF-01	Department of Property and Procurement	VITRAN; VITEMA; Office of the Governor; Department of Human Services	
1c	Provide VITRAN buses, equipment and personnel to support mass evacuations	ESF-01	Department of Property and Procurement	VITRAN	
1c	Assess needs to pre-stage communications assets for rapid deployment.	ESF-02	Bureau of Information Technology	VITEMA	
1c	Request Territorial agencies, volunteer agencies and private sector partners to contribute communications assets for post-incident operations. Assess availability, operational condition, logistical requirements, and duration of needs.	ESF-02	Bureau of Information Technology		
1c	Coordinate with BIT to ensure emergency communications contingency systems are in place and functional and able to reach all VIFS facilities and field units.	ESF-02	Virgin Islands Fire Service	Bureau of Information Technology	
1c	Coordinate the deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.	ESF-02	Bureau of Information Technology	Virgin Islands National Guard; VINGN	
1c	Provide support to Territorial agency personnel operating out of temporary incident command posts, staging areas, feeding sites, medical stations including telephone, data, internet access, and intranet access.	ESF-02	Bureau of Information Technology	Virgin Islands National Guard	



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1c	Evaluate and request transportation support for communications industry personnel.	ESF-02	Bureau of Information Technology	VITEMA; Virgin Islands National Guard	
1c	Ensure security of equipment and supplies at locations with pre-staged resources.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1c	Empty bin sites to increase post-storm capacity and consider moving additional bins to pre-identified locations.	ESF-03	Virgin Islands Waste Management Authority	Department of Public Works	
1c	Deploy staff to various bin sites and landfills to ensure waste is correctly disposed.	ESF-03	Virgin Islands Waste Management Authority	Department of Public Works	
1c	Provide information for public messaging on bin sites and facility hours and regulations.	ESF-03	Virgin Islands Waste Management Authority	Department of Public Works	
1c	Coordinate with Department of Property and Procurement to assign personnel to assist Government facilities in preparatory activities (boarding and securing facilities).	ESF-03	Department of Public Works	Department of Property and Procurement	
1c	Stage resources at pre-determined staging areas for potential debris clearing assistance. Consider prepositioning equipment on St. John, Water Island, and other areas that may present post-storm transportation challenges.	ESF-03	Virgin Islands Waste Management Authority		
1c	Ensure all emergency power generator fuel requirements are met prior to storm landfall.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
1c	Provide prioritized list of potential sites that may require temporary power support if needs cannot be met internally.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; VITEMA	
1c	Ensure emergency vehicles and generators are supplied with gasoline and diesel fuel.	ESF-04	Virgin Islands Fire Service		
1c	Support EMS by augmenting basic ambulance and advance life support functions.	ESF-04	Virgin Islands Fire Service	Department of Health	
1c	Activate Memorandums of Understanding to provide responder support and billeting, to include St. Thomas VIFS personnel assigned to augment staffing on St. John.	ESF-04	Virgin Islands Fire Service		
1c	Activate MOUs to provide responder billeting.	ESF-04	Virgin Islands Fire Service		
1c	Coordinate with VIFS PIO to assist the JIC in providing clear and coordinated safety messages to the public.	ESF-04	Virgin Islands Fire Service		
1c	Ensure incident command staff and agency personnel are staffed appropriately and positioned safely.	ESF-05	VITEMA		
1c	Update the Governor on threat status and EOC activation level.	ESF-05	VITEMA	Office of the Governor	
1c	Begin drafting a request to the Governor to declare a State of Emergency.	ESF-05	VITEMA	Office of the Governor	
1c	Prepare or assist with a formal letter from the Governor to the President requesting an Emergency Declaration as conditions warrant.	ESF-05	VITEMA	Office of the Governor	
1c	Begin drafting a request from the Governor to the President for a Major Disaster Declaration as conditions warrant.	ESF-05	Office of the Governor	Office of the Governor	
1c	Consider implementing appropriate portions of Continuity of Operations plans.	ESF-05	VITEMA		
1c	Contact damage assessment team leader and brief team members.	ESF-05	VITEMA		
1c	Identify staging areas or other designated locations.	ESF-05	VITEMA	Department of Property and Procurement	
1c	Continue coordination with Territorial agencies for possible EMAC assistance.	ESF-05	VITEMA	All lead and supporting ESF partners	
1c	Coordinate with ESF-6 partners, hotels and resorts, commercial airlines, and cruise ship lines on supporting and evacuating tourist populations.	ESF-05	VITEMA	Department of Tourism; Department of Human Services	
1c	Consider requesting FEMA Mission Assignment for the U.S. National Park Service to provide organic resources on St. John to provide assistance evacuating tourists and vulnerable civilians to St. Thomas or Puerto Rico.	ESF-05	VITEMA	FEMA Region II; U.S. National Park Service	
1c	Identify and quantify anticipated commodity and safety needs for responder support.	ESF-05	VITEMA	Department of Property and Procurement	



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1c	Implement Emergency Alert System or other notification processes.	ESF-05	VITEMA	Office of the Governor	
1c	Maintain chronological record of disaster events.	ESF-05	VITEMA	All lead and supporting ESF partners	
1c	Coordinate with and provide support to EMAC Task Forces within the Territory, if deployed.	ESF-05	VITEMA	All lead and supporting ESF partners	
1c	Maintain visibility on selected units/personnel on active duty and their respective mission assignments.	ESF-05	VITEMA	Virgin Islands National Guard	
1c	Maintain visibility on the movement of activated units to forward operating area for evacuation operations.	ESF-05	VITEMA	Virgin Islands National Guard	
1c	Continually assess and report mass care capabilities and available support resources.	ESF-06	Department of Human Services		
1c	Identify and quantify anticipated commodity and safety needs for volunteer support.	ESF-06	Department of Human Services	American Red Cross; VITEMA; Department of Property and Procurement	
1c	Ensure the provision of ten days supply of food and water for anticipated shelter population.	ESF-06	Department of Human Services	Department of Education; Department of Property and Procurement	
1c	Provide required resources and information for sheltering and/or evacuation of Water Island.	ESF-06	Department of Human Services	American Red Cross; VITEMA; Office of the Governor	
1c	Coordinate with voluntary agencies to provide prepared meals, feeding services, and initiate contracts.	ESF-06	Department of Human Services	American Red Cross; Voluntary Organizations Active in Disasters	
1c	Coordinate the establishment and support of a Mass Care feeding strategy in accordance with the USVI Feeding Plan.	ESF-06	Department of Human Services	American Red Cross; Department of Education	
1c	Within 6 hours of determining a need, activate a Multi-Agency Feeding Task Force to coordinate the required feeding support.	ESF-06	Department of Human Services	VITEMA; American Red Cross	
1c	Provide update on commodity supplies and requirements for supporting populations affected by the event, as well as Immediate Response Resources (IRR) needed for conducting response and recovery operations.	ESF-07	Department of Property and Procurement		
1c	Prepare quantified and specific requests to FEMA to meet commodities requirements for a sustained response if an Emergency or Major Disaster Declaration has been approved and organic resources are depleted.	ESF-07	Department of Property and Procurement	FEMA Region II; VITEMA	
1c	Identify location to stage commodities for distribution on Water Island or to transport from dedicated staging area in Crown Bay.	ESF-07	Department of Property and Procurement	VITEMA; Virgin Islands Port Authority	
1c	Coordinate with VITEMA, FEMA and USACE to source and lease available on- or off-island generator assets, as needed, to augment emergency power availability or to replace failed generators (Federal support dependent on approved Emergency or Major Disaster Declaration).	ESF-07	Department of Property and Procurement	VITEMA	
1c	Develop an emergency power fuel and maintenance prioritization plan based on power grid assessments and adjust the plan accordingly as island power is restored. PRTF communicates fuel requirements with the Fuel Task Force (FTF).	ESF-07	Department of Property and Procurement	WAPA; Office of Energy; VITEMA	
1c	Acquire/purchase necessary resources as identified by territorial agencies and approved by VITEMA.	ESF-07	Department of Property and Procurement	VITEMA	
1c	Execute emergency services/support contracts with on-island vendors to provide generator repair and specialized equipment.	ESF-07	Department of Property and Procurement		
1c	Execute emergency services/support contracts with on-island vendors to provide route clearance and debris removal.	ESF-07	Department of Property and Procurement	Department of Public Works; VITEMA; Virgin Islands Waste Management Authority	
1c	Execute established contracts with commercial potable water transportation vendors.	ESF-07	Department of Property and Procurement	Department of Human Services; VITEMA	
1c	Assess and modify any existing fuel contracts to ensure a prioritization clause is added to give Territorial facilities and emergency/disaster response assets refueling priority.	ESF-07	Department of Property and Procurement		
1c	Source temporary fuel storage containers and prioritize locations for deployment once identified.	ESF-07	Department of Property and Procurement		
1c	Coordinate with VITEMA to request the purchase and maintenance of additional fuel distribution assets capable of meeting the anticipated demand for sustaining essential services.	ESF-07	Department of Property and Procurement	VITEMA	

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1c	Provide gasoline, diesel, fixed storage tanks, and tanker vehicle to support generators at critical facilities.	ESF-07	Department of Property and Procurement	Virgin Islands Port Authority	
1c	Maintain communication with major fuel and other energy providers to determine response and recovery needs.	ESF-07	Department of Property and Procurement		
1c	Support Points of Distribution operations as determined and directed by VITEMA.	ESF-07	Department of Property and Procurement	Virgin Islands National Guard; VITEMA	
1c	Monitor and coordinate resources to support care and movement of persons with medical and functional needs. (MAFN)	ESF-08	Department of Health	Department of Human Services	
1c	Coordinate with U.S. Department of Health and Human Services to plan for the evacuation of patients to appropriate facilities based on capability and the patients' required medical treatment.	ESF-08	Department of Health		
1c	Implement emergency waivers or variances of statutory or regulatory authorities for licensed medical professionals, health care facilities, and/or standards of care. EMS EMAC standards & waivers.	ESF-08	Department of Health		
1c	Coordinate support to hospitals and nursing homes for their patient decompression operations.	ESF-08	Department of Health	Hospitals	
1c	Coordinate/support pharmaceutical services provided by health care providers including pharmaceutical repackaging, dispensing and the purchase and distribution of vaccines and other pharmaceuticals & non-pharmaceutical. Coordinate EPAP (Emergency Pharmaceutical Assistance Program) activation.	ESF-08	Department of Health	U.S. Health & Human Services	
1c	Monitor and ensure the availability of pharmaceutical supplies from Territorial and voluntary organization sources.	ESF-08	Department of Health		
1c	Monitor potential or known threats to human health of environmental origin	ESF-08	Department of Health	Department of Planning and Natural Resources	
1c	Coordinate with Department of Planning and Natural Resources to monitor potential or known threats to human health of environmental origin.	ESF-08	Department of Health	Department of Planning and Natural Resources	
1c	Assist with the coordination and direction of search and rescue resources available through local volunteer organizations.	ESF-09	Virgin Islands Fire Service		
1c	Ensure all emergency power generator fuel requirements are met prior to storm landfall at waste water facilities.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority	
1c	Provide prioritized list of potential sites that may require temporary power support if needs cannot be met internally.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority	
1c	Identify locations for animal shelters and support Department of Human Services in providing pet care at general population shelters.	ESF-11	Virgin Islands Department of Agriculture	Department of Human Services	
1c	Provide personnel to staff animal shelters.	ESF-11	Virgin Islands Department of Agriculture	Department of Human Services	
1c	Implement a tracking system for pets in animal shelters.	ESF-11	Virgin Islands Department of Agriculture		
1c	Provide pet food and food and water bowls to animal and shelters and to support animal care in general population shelters.	ESF-11	Virgin Islands Department of Agriculture		
1c	Identify needs for and sources of collapsible carriers for pets, leashes, muzzles, toys, raw hide.	ESF-11	Virgin Islands Department of Agriculture		
1c	Fuel all agency vehicles and generators and plan for continued resupply.	ESF-12	WAPA		
1c	Issue advisories and warnings to the Joint Information Center for public dissemination to include:	ESF-12	WAPA	VITEMA; Office of the Governor; Office of Energy; Department of Planning and Natural Resources	
1c	Transition water production facilities from the power grid to emergency generators to support water supply post-landfall on St. Thomas, St. John and St. Croix	ESF-12	WAPA		
1c	Secure fuel dock facilities.	ESF-12	WAPA		
1c	Assign law enforcement personnel to shelters as requested by Department of Human Services.	ESF-13	Virgin Islands Police Department	Department of Human Services	
1c	Provide assistance to the Bureau of Corrections for securing jail facilities if requested.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1c	Determine if Bureau of Corrections requires transportation assistance of prisoners.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1c	Provide support to the Department of Justice to facilitate the identification of parolees, offenders on supervision, and registered sex offenders at shelters.	ESF-13	Virgin Islands Police Department	Department of Justice; Department of Human Services	
1c	Identify commercial, military or civilian prisoner transport aircraft to relocate prisoners out of the Territory.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1c	Coordinate with the Department of Justice to take measures to reduce prison populations of detainees eligible for parole or awaiting trial.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Department of Justice	
1c	Provide EOC personnel with situational awareness as reported by law enforcement personnel in the field.	ESF-13	Virgin Islands Police Department		



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1c	Enforce curfew regulations.	ESF-13	Virgin Islands Police Department	Office of the Governor	
1c	Evaluate the need for Virgin Islands National Guard law enforcement support and submit appropriate request.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1c	Evaluate the need for federal law enforcement support and submit appropriate request (contingent on an approved Federal Emergency/Major Disaster Declaration).	ESF-13	Virgin Islands Police Department	VITEMA	
1c	Provide law enforcement security at critical and sensitive facilities.	ESF-13	Virgin Islands Police Department	VITEMA	
1c	Provide VIPD officers or request Virgin Islands National Guard law enforcement support to man the Water Island Mobile Command Post.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1c	Contact private sector power and communications entities to ensure the security needs of their equipment are being met.	ESF-13	Virgin Islands Police Department	Bureau of Information Technology; WAPA	
1c	Provide information on security and curfews to the JIC for public dissemination.	ESF-13	Virgin Islands Police Department	VITEMA; Office of the Governor	
1c	Coordinate with the Department of Health to ensure the availability of pharmaceuticals, disposable and durable medical equipment and medical personnel to support medical needs of prisoners.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Department of Health	
1c	Plan for influx of detainees due to curfew violations, parole violations, civil unrest or other surge in arrests.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1c	Assess need for pre-landfall evacuation of coastal-flood-prone prison facilities.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
1c	Coordinate with Department of Public Works and Department of Property and Procurement to ensure pre-landfall precautionary measures are taken to board up and secure prison facilities.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Department of Public Works; Department of Property and Procurement	
1c	Activate emergency clauses in service contracts.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
1c	Request self-powered light towers to augment prison perimeter security.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; VITEMA	
1c	Assess need for EMAC personnel to augment prison staff and make appropriate requests.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; VITEMA	
1c	Provide responder support and billeting to St Thomas VIPD and VING law enforcement personnel assigned to augment staffing on St John.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1c	Submit requests for inter-agency support (from VIFD, DPW, P&P etc.).	ESF-13	Virgin Islands Police Department		
1c	Project needs for EMAC assistance and prepare EMAC requests for off-island law enforcement assets	ESF-13	Virgin Islands Police Department		
1c	Evaluate the need for VING law enforcement support and submit appropriate request.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
1c	Evaluate the need for federal law enforcement support and submit appropriate request.	ESF-13	Virgin Islands Police Department		
1c	Provide force protection for USAR resources.	ESF-13	Virgin Islands Police Department		
1c	Assign Law Enforcement personnel to shelters as requested by Human Services.	ESF-13	Virgin Islands Police Department		
1c	Provide law enforcement security at critical and sensitive facilities	ESF-13	Virgin Islands Police Department		
1c	Transmit the Executive Order to appropriate agencies/entities.	ESF-15	Office of the Governor	All lead and supporting ESF partners	
1c	Prepare and disseminate press releases and pre-recorded messages on preparedness actions (i.e. evacuation procedures, evacuation center locations, and overall storm safety).	ESF-15	Office of the Governor	VITEMA	
1c	Issue news release delineating vulnerable areas.	ESF-15	Office of the Governor	VITEMA	
1c	Implement rumor control procedures and supervise media center or Joint Information Center.	ESF-15	Office of the Governor	VITEMA	
1c	Assign print/broadcast monitors to review all media reports.	ESF-15	Office of the Governor	VITEMA	
1c	Respond to media inquiries and monitor media.	ESF-15	Office of the Governor	VITEMA	
1c	Notify the public regarding evacuation areas.	ESF-15	Office of the Governor	VITEMA; Virgin Islands Police Department	
1c	Message current shelter status, to include locations and items to bring.	ESF-15	Office of the Governor	VITEMA; Department of Human Services; American Red Cross; Department of Health	
1c	Provide the Joint Information Center with information necessary for appropriate press releases and Emergency Alert Systems messages to include, but not limited to:  Medical Evacuation Procedures; Closure of State Offices; Hurricane Watch/Warning Issued; Preparations in Anticipation of Hurricane Conditions; and Traffic Warning and Curfew; Sheltering Operations.	ESF-15	Office of the Governor	VITEMA; Department of Human Services; Virgin Islands Police Department	



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1c	Create and implement Public Service Announcements to encourage the populace to fill all fuel tanks prior to landfall.	ESF-15	Office of the Governor	VITEMA	
1c	Assist the Joint Information Center in providing clear and coordinated safety messages to the public.	ESF-15	Office of the Governor	VITEMA; Virgin Islands Police Department; Virgin Islands Fire Service	
1c	Monitor incident-related mainstream media coverage and social media outlets, provide analysis and status reports as appropriate.	ESF-15	Department of Health		
1c	Provide information to the JIC for the development and dissemination news releases, talking points, fact sheets, posters/brochures, media inserts, public service announcements.	ESF-15	Department of Health	VITEMA; Office of the Governor	
1c	Implement Emergency Alert System (EAS) or other notification processes.	ESF-15	VITEMA		
1c	Focus public awareness campaign specifically on evacuation and storm safety	ESF-15	VITEMA		
1c	Maintain chronological record of disaster events.	ESF-15	VITEMA	Office of the Governor	
1c	Provide the JIC with information necessary for appropriate press releases and EAS messages to include, but not limited to: Medical Evacuation, Governor Closes State Offices, Governor Calls for Evacuation of Vulnerable Areas, Hurricane Watch/Warning Issued, Preparations Being Made in Anticipation of Hurricane.	ESF-15	VITEMA		
1c	Coordinate with the JIC to provide media organizations regular incident briefings, news releases and contact information.	ESF-15	Department of Health	Office of the Governor	
1c	Provide information for public messaging of suspension of funeral services at public cemeteries.	ESF-15	Office of the Governor	Department of Justice	
1c	Issue advisories and warnings to the JIC for public dissemination including: Precautionary Boil Water Notice, Safe Use of Alternate Power Supplies, General Safety and Emergency Tips and WAPA's Emergency Notification Process.	ESF-15	WAPA	Office of the Governor	
1c	Provide information for public messaging of bin site and other facility hours, regulations and closure.	ESF-15	Virgin Islands Waste Management Authority		
1c	Notify the public sea port schedule and closure	ESF-15	Office of the Governor	US Coast Guard	
1c	Notify the public of airport closure	ESF-15	Office of the Governor	VI Port Authority	
1c	Governor declares State of Emergency (SOE)	ESF-15	Office of the Governor	VITEMA	
2a	Maintain awareness of underwater surveys of channels, ship berthing/mooring areas, and the harbor in order to determine port accessibility and capability based on post-storm damage assessments.	ESF-01	Department of Property and Procurement	Virgin Islands Port Authority, U.S. Coast Guard; Ferry Service Providers	
2a	Assess the condition of cargo docks and private cargo barge services to St. John and Water Island. Make contingency plans to augment service as necessary.	ESF-01	Virgin Islands Port Authority	Department of Property and Procurement; U.S. Coast Guard; Ferry Service Providers	
2a	Assess the status of inter-island passenger ferry services to St. John and Water Island and make contingency plans to supplement service where necessary.	ESF-01	Department of Property and Procurement	VITEMA; Ferry Service Providers	
2a	Maintain awareness of the clearing of debris from the airport environment (runway, taxiways, aircraft parking areas, etc.) in order to determine airport accessibility and capability based on post-storm damage assessments.	ESF-01	Virgin Islands Port Authority	Department of Property and Procurement; Federal Aviation Administration; Department of Public Works	
2a	Monitor all ongoing port and airport restoration activities and coordinate any necessary actions as required/requested.	ESF-01	Virgin Islands Port Authority	Department of Property and Procurement, U.S. Coast Guard; Ferry Service Providers; Federal Aviation Administration	
2a	In the event port or airport access is restricted or destroyed, coordinate the resourcing of on-island assets as mission needs dictate.	ESF-01	Department of Property and Procurement		
2a	Deploy tactical communication equipment to support initial response operations.	ESF-02	Bureau of Information Technology	VITEMA	
2a	Conduct assessments and initial repairs at critical communication sites	ESF-02	Bureau of Information Technology	VITEMA; Department of Public Works; WAPA	
2a	Maintain awareness, request support and provide information to EOC on actual and planned actions of public and private telecommunications companies to restore services.	ESF-02	Bureau of Information Technology	VITEMA; VING; Public Service Commission	
2a	Coordinate with the Virgin Islands National Guard to assist Territorial agencies in restoring essential internet connectivity.	ESF-02	Bureau of Information Technology	Virgin Islands National Guard	
2a	Monitor and report status of 9-1-1 system and take necessary steps for restoration.	ESF-02	Bureau of Information Technology	VITEMA; Virgin Islands Police Department; Virgin Islands National Guard	



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2a	Provide support to Territorial agencies to repair and re-program emergency services radio equipment.	ESF-02	Bureau of Information Technology	VITEMA; Virgin Islands National Guard; Virgin Islands Police Department; Virgin Islands Fire Service	
2a	Notify all EOC staff of road conditions, closures and detours.	ESF-03	Department of Public Works		
2a	Conduct assessments of guts, drains, culvers for flood damage and implement clearance	ESF-03	Department of Public Works	VITEMA; Virgin Islands Police Department	
2a	Provide information for public messaging regarding road closure, safety, right of way, debris clearance and the Heritage Tree Law	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; Virgin Islands Police Department; Department of Agriculture	
2a	Conduct priority route debris clearance operations to support the deployment of emergency services resources and capabilities to critical facilities.	ESF-03	Department of Public Works	Virgin Islands National Guard	
2a	Coordinate with contractors to support transportation of route clearance equipment and teams to Water Island and St. John.	ESF-03	Department of Public Works		
2a	Consider requesting EMAC support for route clearance.	ESF-03	Department of Public Works	VITEMA	
2a	Damage Assessment team to conduct impact assessments.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; WAPA; Department of Planning & Natural Resources	
2a	Coordinate and expedite the mobilization of generator repair parts or replacements at DPW/VIWMA facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; VITEMA	
2a	Execute emergency services/support contracts with on-island vendors to provide generator repair, specialized equipment, and resource replacement generators, as necessary.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; Department of Property and Procurement; VITEMA	
2a	Assess, monitor and report on the status of and damage to the transportation system and infrastructure.	ESF-03	Department of Public Works	Department of Property and Procurement; VITEMA	
2a	Identify temporary alternative transportation solutions to be implemented when primary systems or routes are unavailable or overwhelmed.	ESF-03	Department of Public Works	Department of Property and Procurement; VITEMA; Virgin Islands Waste Management Authority	
2a	Provide information to ESFs that require transportation intelligence and prioritization.	ESF-03	Department of Public Works	All lead and supporting ESF partners	
2a	Assess the road to Coral Bay and work with VITEMA to develop contingency plans for alternate route planning or the establishment of a local air or sea bridge to provide emergency assistance.	ESF-03	Department of Public Works	VITEMA	
2a	Provide information for public messaging on disposal of storm debris, bin locations, segregation of storm debris and operating hours.	ESF-03	Virgin Islands Waste Management Authority; Office of the Governor	Department of Public Works	
2a	Assess functionality and operating condition of all equipment and supplies, identify shortfalls and request additional resources as necessary.	ESF-04	Virgin Islands Fire Service		
2a	Coordinate with WAPA to ensure adequate water pressure for fire fighting operations. Discuss remedies to address low-pressure at emergency scenes.	ESF-04	Virgin Islands Fire Service	WAPA	
2a	Verify emergency services vehicle access to roads and report status to the VITEMA EOC.	ESF-04	Virgin Islands Fire Service	Department of Public Works; VITEMA	
2a	Obtain situational awareness of post-storm damage and hazards and report findings to the VITEMA EOC.	ESF-04	Virgin Islands Fire Service	VITEMA	
2a	Provide response information in a timely manner to be included in EOC briefings, situation reports, and incident action plans.	ESF-04	Virgin Islands Fire Service		
2a	Provide information and feedback to agency leadership and the EOC regarding status and impact of any HazMat incident.	ESF-04	Virgin Islands Fire Service		
2a	Support DPW route clearance and brush cutting.	ESF-04	Virgin Islands Fire Service		
2a	Provide response information in a timely manner to be included in EOC briefings, situation reports, and incident action plans.	ESF-04	Virgin Islands Fire Service		
2a	Plan and coordinate impact assessment assets (e.g., reconnaissance teams) and incorporate the results of the assessments into the common operating picture.	ESF-05	VITEMA		

Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
2a	Develop spatial analysis of response operations.	ESF-05	VITEMA		
2a	Develop restoration priorities and plans for private sector critical lifelines and other impacted economic/business sectors.	ESF-05	VITEMA		
2a	If deployed, coordinate with federal government partners to develop and disseminate Incident Action Plans, Situation/Lifeline Reports, and other incident-specific information.	ESF-05	VITEMA	All lead and supporting ESF partners; FEMA; Federal ESF partners	
2a	Monitor damage to and usability of Territorial agency facilities and resources.	ESF-05	VITEMA	All lead and supporting ESF partners	
2a	Identify and request support from the Virgin Islands National Guard for prioritized missions. Support missions may include:  Evacuations; impact assessments; reconnaissance; search and rescue; debris removal; transportation of commodities, supplies, resources, and equipment; communications capabilities; route clearance; aviation control; law enforcement; engineering, staging area management.	ESF-05	VITEMA	Virgin Islands National Guard	
2a	Coordinate wellness checks for internal clients, staff, and facilities.	ESF-06	Department of Human Services	Virgin Islands Police Department, <b>Virgin Islands Fire Service</b>	
2a	Support spontaneous volunteer management in coordination with the American Red Cross.	ESF-06	Department of Human Services	American Red Cross; Voluntary Organizations Active in Disasters	
2a	Coordinate with American Red Cross to assess the requirements and activation of family reunification services as needed.	ESF-06	Department of Human Services	American Red Cross	
2a	Prepare quantified and specific request to VITEMA to meet requirements for a sustained shelter support response.	ESF-06	Department of Human Services	American Red Cross; VITEMA	
2a	Identify vendors and award contracts for feeding prepared meals at fixed and/or mobile locations.	ESF-06	Department of Human Services	American Red Cross; <b>Department of Property and Procurement</b>	
2a	Identify, quantify, and distribute food boxes and water to remote areas.	ESF-06	Department of Human Services	American Red Cross	
2a	Coordinate with VITEMA and FEMA Region II to support joint Preliminary Damage Assessments, as conditions warrant.	ESF-06	Department of Human Services	VITEMA; FEMA Region II; Office of Disaster Recovery	
2a	Provide input to the FEMA Regional Verification and Recommendation (developed by VITEMA) in support of requesting a federal declaration, as requested.	ESF-06	Department of Human Services	VITEMA	
2a	Coordinate with the Department of Health to assess the need for the Crisis Counseling / Behavioral Health programs.	ESF-06	Department of Human Services	Department of Health; VITEMA	
2a	Prepare quantified and specific request to VITEMA to meet commodities requirements for a sustained response operation.	ESF-07	Department of Property and Procurement	VITEMA	
2a	Confirm that the POD location(s) identified on each island remain suitable post-landfall.	ESF-07	Department of Property and Procurement		
2a	Ensure that activated PODs submit and validate 48-hour needs forecasts on a daily basis.	ESF-07	Department of Property and Procurement		
2a	Support POD operations as necessary as directed by VITEMA.	ESF-07	Department of Property and Procurement	VITEMA; Virgin Islands Fire Service; Virgin Islands Police Department	
2a	Support assessment and identification of public health and medical needs.	ESF-08	Department of Health		
2a	Monitor the health care system and augment staff, supplies, pharmaceuticals and equipment in order to keep existing facilities open and operating normally when possible.	ESF-08	Department of Health		
2a	<b>Coordinate with U.S. Department of Health and Human Services to plan for the evacuation of patients to appropriate facilities based on capability and the patients' required medical treatment</b>	<b>ESF-08</b>	<b>Department of Health</b>		
2a	Coordinate EMAC requests for equipment, supplies and personnel. If a Federal Emergency/Major Disaster Declaration is in place, consider requesting:  Disaster Medical Assistance Teams and Federal Medical Stations, including wrap-around services; National Disaster Medical System (NDMS) support for patient movement and/or definitive care; Federal Emergency Management Agency National Ambulance Contract; HHS Service Access Teams (SATs) and Joint Patient Assessment and Tracking (JPATS) Strike Teams; and/or Department of Defense (DOD) Disaster Aeromedical Staging Facility (DASF).	ESF-08	Department of Health		
2a	Check status of dialysis centers and capacity for transportation of patients.	ESF-08	Department of Health		



Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
2a	Coordinate requests for assistance to source additional sheltering equipment, supplies and personnel. Consider deployment of EMAC resources to meet requirements.	ESF-08	Department of Health	VITEMA	
2a	Support reception and staging of EMAC and DMAT teams.	ESF-08	Department of Health	VITEMA	
2a	Support EMS triage stations at fire houses in coordination with the Virgin Islands Fire Service.	ESF-08	Department of Health	Virgin Islands Fire Service	
2a	Provide responders with information on available medical services at existing medical clinics.	ESF-08	Department of Health		
2a	Access food safety at restaurants prior to reopening.	ESF-08	Department of Health	Department of Planning and Natural Resources	
2a	Review and monitor data from food and water supply surveillance systems and report any indication of outbreaks. Report any food illness to appropriate regulatory entity to ensure items are removed from commerce if necessary.	ESF-08	Department of Health	Department of Planning and Natural Resources; Department of Licensing & Consumer Affairs	
2a	Monitor potential disease outbreaks through vector control activities	ESF-08	Department of Health	U.S. Health and Human Services	
2a	Support assessments and develop contingency plans to forecast and address behavioral health needs for the public and responders as a result of the incident and advise responders on behavioral health aspects of incident response.	ESF-08	Department of Health	VITEMA; EMAC resources	
2a	Establish temporary alternate care sites, as needed, including facility identification and operational and/or logistical support. Consider sites that may present post-storm transportation challenges such as Coral Bay and Water Island.	ESF-08	Department of Health	Department of Public Works	
2a	Coordinate with Department of Justice to support fatality management services.	ESF-08	Department of Health	Department of Justice	
2a	Assist in initial scene evaluation, recovery of human remains, collection of missing person information, victim identification, records management and disposition of human remains.	ESF-08	Department of Health	Department of Justice	
2a	Coordinate medical examiners in determining fatality management needs as a result of an incident through an assessment.	ESF-08	Department of Health	Department of Justice	
2a	Support reception and staging of DMORT teams (pending approved federal disaster declaration).	ESF-08	Department of Health	Department of Justice	
2a	Coordinate and provide direction to search and rescue resources available through local volunteer organizations.	ESF-09	Virgin Islands Fire Service		
2a	Coordinate with local search and rescue resources (SAR), VING, VITEMA, FEMA, DoD and FEMA SAR teams to identify priority areas for SAR operations.	ESF-09	Virgin Islands Fire Service	VITEMA; Virgin Islands National Guard	
2a	Direct EMAC search and rescue teams.	ESF-09	Virgin Islands Fire Service		
2a	Direct federal and EMAC SAR teams.	ESF-09	Virgin Islands Fire Service		
2a	Conduct search operations in support of SAR teams.	ESF-09	Virgin Islands Fire Service		
2a	Provide staff to assist in conducting welfare checks on vulnerable residents.	ESF-09	Virgin Islands Fire Service		
2a	Assess, monitor and report on the status of and damage to the waste water system and infrastructure.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority	
2a	Conduct water sampling to monitor quality of water	ESF-10	Department of Planning and Natural Resources	Department of Health; EPA	
2a	Provide information and feedback to leadership and the EOC regarding the status and impact of any HazMat incident.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Fire Service; Virgin Islands Waste Management Authority; VITEMA	
2a	Conduct HazMat monitoring and decontamination. Report any environmental hazards as identified.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Fire Service; Virgin Islands Waste Management Authority	
2a	Track and follow-up on all reported hazardous material incidents and coordinate notification and response to active incidents.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Fire Service; Virgin Islands Waste Management Authority	
2a	Coordinate environmental sampling operations with WAPA to ensure public safety is being met.	ESF-10	Department of Planning and Natural Resources	WAPA	
2a	Coordinate with WAPA to monitor public water systems and advise on the issuance of boil water notices.	ESF-10	Department of Planning and Natural Resources	WAPA; Office of Energy; VITEMA; Department of Health	
2a	Provide information to the JIC on safely chlorinating private cisterns and mold remediation.	ESF-10	Department of Planning and Natural Resources	Office of the Governor; VITEMA	



Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
2a	Coordinate disposal of dead and contaminated animal carcasses to ensure it meets VIWMA standards.	ESF-11	Virgin Islands Department of Agriculture	Virgin Islands Waste Management Authority	
2a	Provide animal rescue, sheltering, care, and evacuation as needed.	ESF-11	Virgin Islands Department of Agriculture	Department of Human Services	
2a	Provide up-to-date power outage information; power and water supply needs to identify generator requirements and relate those requirements to VITEMA EOC.	ESF-12	WAPA	Office of Energy; VITEMA	
2a	Notify VIFS of areas of low water pressure that may hinder firefighting operations.	ESF-12	WAPA	Virgin Islands Fire Service	
2a	Assess need for temporary WAPA field offices and command centers.	ESF-12	WAPA		
2a	Coordinate with DPW to ensure route clearance of access points to critical infrastructure.	ESF-12	WAPA	Department of Public Works	
2a	Work with the Joint Information Center to communicate "boil water" order through public messaging if water contamination dictates.	ESF-12	WAPA	Office of the Governor; VITEMA; Department of Planning and Natural Resources	
2a	Test water quality and convey results to the Department of Health and VITEMA.	ESF-12	WAPA	Department of Health; VITEMA	
2a	Provide current electrical power outage and restoration information to the Emergency Operations Center on a regular basis.	ESF-12	WAPA	VITEMA	
2a	Execute and prioritize need for temporary power generation at critical water facilities.	ESF-12	WAPA	VITEMA	
2a	Engaging local and contracted sources of equipment, personnel and materials necessary to restore the water supply and distribution system.	ESF-12	WAPA	Department of Property and Procurement	
2a	Coordinate with VITEMA to meet any resource needs and to ensure restoration	ESF-12	WAPA	VITEMA	
2a	Initiate restoration to pre-identified critical facilities	ESF-12	WAPA	VITEMA; Department of Public Works	
2a	Coordinate with VITEMA to source desalinization units, Reverse Osmosis Water Purification Unit (ROWPUs), and water transportation and storage units, as needed.	ESF-12	WAPA	VITEMA; Virgin Islands National Guard	
2a	Provide essential elements of information on impacts to critical infrastructure and resource needs to the VITEMA EOC Planning Section.	ESF-12	WAPA	VITEMA	
2a	Conduct assessment of any identified critical facilities without backup power capability, determine the requirement and priority for emergency power restoration post-storm, and share findings with VITEMA.	ESF-12	WAPA	VITEMA	
2a	Develop power restoration plan based on initial assessment to the power grid.	ESF-12	WAPA	VITEMA	
2a	Identify and secure necessary requirements and order necessary resources for priority restoration: transformers, wires/lines, power meters, and poles.	ESF-12	WAPA	VITEMA	
2a	Provide the status of ongoing power restoration operations and establish power restoration priorities with the VITEMA EOC.	ESF-12	WAPA	VITEMA	
2a	Provide force protection for search and rescue resources.	ESF-13	Virgin Islands Police Department	Virgin Islands Fire Service	
2a	Establish supplemental or temporary morgues with ancillary equipment and staffing of various forensic teams (i.e. pathology, personal effects, evidence collection, radiology, fingerprint, odontology, anthropology, DNA collection, and embalming).	ESF-13	Department of Justice	Department of Health	
2a	Provide BOC assistance in securing jail facilities when requested.	ESF-13	Virgin Islands Police Department		
2a	Provide personnel and resources for fatality recovery missions as assigned.	ESF-13	Virgin Islands Police Department	Department of Justice	
2a	Report on status of road closures and detours.	ESF-13	Virgin Islands Police Department	Office of the Governor	
2a	Inspect and assess road conditions and establish road blocks to protect the public from hazards.	ESF-13	Virgin Islands Police Department	Department of Public Works	
2a	Support off-island EMAC assets with basic responder support to potentially include lodging, food, fuel, transportation.	ESF-13	Virgin Islands Police Department	VITEMA	
2a	Assign officers to direct and control traffic.	ESF-13	Virgin Islands Police Department	Virgin Islands National Guard	
2a	Establish access control and security to emergency scene(s).	ESF-13	Virgin Islands Police Department		
2a	Assist coroner in fatality identification	ESF-13	Department of Justice	Virgin Islands Police Department	
2a	Asses damage to facilities and determine need to transport prisoners to other Territory locations.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
2a	Coordinate with BIT and VITEMA to request supplementary communication equipment if needed.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Bureau of Information Technology; VITEMA	



Phase	Updated 30 July 2019 -----Task	ESF	Lead Agency	Supporting Agency	Lifeline
2a	Coordinate support to EMAC resources supporting Bureau of Corrections as necessary.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
2a	Coordinate with WAPA and DPW to assess all Bureau of Corrections facilities for damage and submit appropriate requests for resources to ensure security, sanitation and habitability.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; WAPA; Department of Public Works; <b>Department of Property and Procurement</b>	
2a	Communicate status of ingress routes, road closures, and curfew areas to business and industry partners.	ESF-15	Office of the Governor	VITEMA; Virgin Islands Police Department	
2a	Provide information on safely chlorinating private cisterns for public information.	ESF-15	Office of the Governor	Department of Planning and Natural Resources	
2a	Communicate "boil water" order through public messaging if water contamination dictates.	ESF-15	Office of the Governor	WAPA	
2a	Provide the JIC with notice of restoration efforts for public dissemination.	ESF-15	WAPA	Office of the Governor	
2b	Support the restoration of information technology business systems in impacted medical and Department of Health facilities.	ESF-02	Bureau of Information Technology	Department of Health	
2b	Request support from VITEMA for additional generators to meet temporary power requirements at critical facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority; VITEMA	
2b	Clear drainage systems of vegetation and other storm debris to mitigate flood damage to critical infrastructure and the public.	ESF-03	Department of Public Works		
2b	Verify structural safety of transportation infrastructure.	ESF-03	Department of Public Works	Department of Property and Procurement	
2b	Clear access and remove debris from points of ingress/egress, roads and pathways within Bureau of Corrections facilities.	ESF-03	Department of Public Works	Bureau of Corrections	
2b	Coordinate with Virgin Islands Waste Management Authority to establish debris site locations, operations, hours, and regulations.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
2b	Provide personnel to staff bin sites and assist in enforcing segregation of storm debris and household waste.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
2b	Open and staff debris sites.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
2b	Coordinate with Department of Justice to provide public cemetery space for mass burials if conditions warrant.	ESF-03	Department of Public Works	Department of Justice	
2b	Identify needs for bins and waste disposal services at temporary facilities such as PODs, shelters and incident facilities.	ESF-03	Department of Public Works	Virgin Islands Waste Management Authority	
2b	Provide logistical support where necessary to EMAC and FEMA US&R Task Forces deployed within the Territory.	ESF-04	Virgin Islands Fire Service	VITEMA	
2b	Identify and address unmet needs of business and industry.	ESF-05	VITEMA		
2b	Identify and quantify anticipated commodity and safety needs for responder support.	ESF-05	VITEMA		
2b	Collect and process information concerning recovery activities while the response phase of the disaster is ongoing.	ESF-05	VITEMA		
2b	Identify and quantify anticipated commodity and safety needs for volunteer support.	ESF-06	Department of Human Services	VITEMA; Department of Property and Procurement; American Red Cross	
2b	Determine need for and establish a multi-agency donations management warehouse. Consider alternate locations for warehousing and support.	ESF-06	Department of Human Services	VITEMA; Department of Property and Procurement; American Red Cross; <b>Long Term Recovery Group</b>	
2b	Receive and prioritize offers of donated goods and services to meet needs.	ESF-06	Department of Human Services	VITEMA; Department of Property and Procurement; American Red Cross; <b>Long Term Recovery Group</b>	
2b	Coordinate with the Department of Tourism to support international donations and volunteers.	ESF-06	Department of Human Services	Department of Tourism; Virgin Islands Port Authority; American Red Cross	
2b	Prepare quantified and specific request to VITEMA to meet requirements for a sustained shelter support response.	ESF-06	Department of Human Services	American Red Cross; VITEMA	
2b	Coordinate daily with sheltering agencies (e.g. midnight shelter count; identified shortfalls and gaps, etc.).	ESF-06	Department of Human Services	All ESF 6 support agencies	
2b	Coordinate daily with mass feeding partners (e.g. meals served; burn rates; identified shortfalls and gaps, etc.).	ESF-06	Department of Human Services	All ESF 6 support agencies	
2b	Ensure shelters have basic sanitation services.	ESF-06	Department of Human Services	Department of Health; American Red Cross; VITEMA; Virgin Islands Waste Management Authority	



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2b	Monitor water safety at schools/sheltering sites.	ESF-06		Department of Education; VITEMA	
2b	Prepare quantified and specific request to VITEMA to meet commodities requirements for a sustained response operation.	ESF-07	Department of Property and Procurement	VITEMA	
2b	Validate the need to operate PODs as the situation stabilizes.	ESF-07	Department of Property and Procurement	VITEMA; Office of the Governor	
2b	Maintain awareness regarding the transition from emergency commodity distribution operations to steady-state commercial supply chain operations and adjusts logistical support actions as necessary.	ESF-07	Department of Property and Procurement		
2b	Conduct credentialing (if necessary) and verification of training for volunteers and EMAC state professionals brought in to assist EMS during extended activations.	ESF-08	Department of Health		
2b	Facilitate transportation requirements for patients returning to their originating medical facility, a step-down facility, or their residence. <b>Facilitate Medical Access and Functional Needs shelter discharge planning</b>	ESF-08	Department of Health	VITRAN; Private vendors; Department of Human Services; American Red Cross	
2b	Establish and operate emergency medical care stations for responders and other essential workers. Identify supplementary personnel to staff stations.	ESF-08	Department of Health		
2b	Conduct investigations of complaints related to sanitary nuisances.	ESF-08	Department of Health	Virgin Islands Waste Management Authority	
2b	Monitor and provide guidance to prevent human disease from animal and insect vectors and develop recommendations for responders, the general public, clinicians (e.g., physicians and veterinarians), and other stakeholders.	ESF-08	Department of Health	Office of the Governor; VITEMA	
2b	<b>Coordinate emergency vector control.</b>	ESF-08	Department of Health	U.S. EPA	
2b	Assist with records management about missing persons and remains processed through Vital STATs program.	ESF-08	Department of Health	Department of Justice	
2b	Deploy behavioral health providers to provide targeted services for the public and responders.	ESF-08	Department of Health	Department of Human Services	
2b	Continually monitor availability of oxygen cylinders, pharmaceuticals, and disposable medical goods. Identify shortfalls and sources for resupply.	ESF-08	Department of Health		
2b	Implement disease control functions, surveillance, outbreak investigations, epidemiological analysis, and appropriate laboratory testing.	ESF-08	Department of Health		
2b	Provide emergency public health laboratory services to physicians, hospitals and private laboratories.	ESF-08	Department of Health		
2b	Submit reports on HazMat incidents to VITEMA.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Fire Service	
2b	Dispose of animal carcasses per established Virgin Islands Waste Management Authority regulations.	ESF-11	Virgin Islands Department of Agriculture	Virgin Islands Waste Management Authority	
2b	Provide the Joint Information Center with notice of restoration efforts for public dissemination.	ESF-12	WAPA	Office of the Governor; VITEMA	
2b	Activate and staff telephone bank.	ESF-12	WAPA		
2b	Coordinate with the Department of Public Works to clear debris from WAPA facilities and from around critical infrastructure.	ESF-12	WAPA	Department of Public Works	
2b	Activate contracts to move all power-related debris to a designated site in order to facilitate reuse of salvageable parts and materials, and dispose of waste.	ESF-12	WAPA	Office of Energy; Department of Property and Procurement; VITEMA; Virgin Islands Waste Management Authority	
2b	Execute procedures to track and notify families of prisoner status and location.	ESF-13	Virgin Islands Police Department	Bureau of Corrections	
2b	Ensure staff have time off to purchase food and other necessities within curfew hours.	ESF-13	Virgin Islands Police Department	Bureau of Corrections; Virgin Islands National Guard	
2b	Provide information for public dissemination to the JIC regarding psychological first aid.	ESF-15	Department of Health	Office of the Governor; VITEMA	
2b	Provide information for public dissemination to the JIC regarding psychological first aid.	ESF-15	Department of Health	Office of the Governor	
2b	Notify the public on updated; shelter information/long term shelter, Point of Distribution (POD) hours and locations	ESF-15	Office of the Governor	Department of Human Services	
3	Track and recover deployed assets.	ESF-02	Bureau of Information Technology	Virgin Islands National Guard	
3	Activate debris monitoring contracts.	ESF-03	Virgin Islands Waste Management Authority	Department of Property and Procurement	
3	Coordinate with local and regional business associations and other organizations to leverage all available resources for recovery.	ESF-05	VITEMA		
3	Identify and quantify anticipated commodity and safety needs for responder support.	ESF-05	VITEMA	VITEMA	
3	When requested, deploy personnel in support of Joint Field Office (JFO) operations.	ESF-05	VITEMA	All primary and supporting ESFs	



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3	Assist Territorial agencies with identifying appropriate funding sources and seeking reimbursement for eligible expenses.	ESF-05	VITEMA	All lead and supporting ESF partners	
3	Identify and quantify anticipated commodity and safety needs for volunteer support.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group	
3	Request the Disaster Case Management program if activated.	ESF-06	Department of Human Services		
3	Prepare quantified and specific request to VITEMA to meet requirements for a sustained shelter support response.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group; VITEMA	
3	Coordinate with VITEMA, Virgin Islands Housing Authority, Virgin Islands Housing Finance Authority, and Private Sector partners to support the transition of general population shelter residents to temporary or permanent long term housing.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group; VITEMA; Virgin Islands Housing Authority; Virgin Islands Housing and Finance Authority; Private Sector Partners	
3	Coordinate daily with sheltering agencies to assess needs.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group; Department of Education	
3	Coordinate the implementation of targeted household disaster feeding, if required. This would provide food for households to prepare separate from the Mass Feeding operations.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group; VITEMA	
3	Coordinate the demobilization of Mass Care feeding equipment and supplies when appropriate.	ESF-06	Department of Human Services	American Red Cross; Long Term Recovery Group; VITEMA	
3	Provide Territorial representation to Disaster Recovery Centers as required (if established).	ESF-06	Department of Human Services	VITEMA	
3	Coordinate with FEMA IA to reassess the annual Territorial Administrative Plan and identify eligible Other Needs Assistance items.	ESF-06	Department of Human Services	VITEMA; FEMA Region II Recovery Division	
3	Coordinate the implementation of a Disaster Supplemental Assistance Program (DSNAP - disaster food stamp program) in eligible jurisdictions.	ESF-06	Department of Human Services	Department of Agriculture	
3	Coordinate with the Department of Labor to assess the need for disaster unemployment assistance, workforce, and occupational training within the affected area based on information gathered from case management activities.	ESF-06	Department of Human Services	VITEMA; Department of Labor	
3	Assess the need for additional services for eligible low-income households.	ESF-06	Department of Human Services	VITEMA; American Red Cross	
3	Maintain visibility of all off-island and contract assets performing distribution missions and prepare to release assets as demand decreases.	ESF-07	Department of Property and Procurement	VITEMA	
3	Prepare quantified and specific request to FEMA to meet commodities requirements for a sustained response.	ESF-07	Department of Property and Procurement	Department of Property and Procurement	
3	Track and recover deployed public health and medical assets through JPATS system	ESF-08	Department of Health		
3	Complete regulatory reports on HazMat incidents as required.	ESF-10	Department of Planning and Natural Resources	Virgin Islands Waste Management Authority; VITEMA	
3	Provide security for electrical crews working in the field.	ESF-13	Virgin Islands Police Department	WAPA	
3	Coordinate with Department of Property and Procurement to request repairs to Bureau of Corrections facilities.	ESF-13	Bureau of Corrections	Virgin Islands Police Department; Department of Public Works; Department of Property and Procurement	

Notes &amp; Comments: